

GSA Shelf-Life (SL) Management Program - Overview

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for DOD Shelf-Life Program

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Sources Of Authority, Policy, and Procedure for GSA SL Program

- 41 CFR 101-27.2 Federal Property Management Regulations, - Subpart 101-27.2 Management of Shelf-Life Material
- DOD 4140-R DOD Supply Chain Material Management Regulations
- DOD 4140-27-M DOD Shelf-Life Management Manual
- FED-STD-793 Depot Storage Standards
- HB, Supply Operations, Volume 11, Commodity Management (FSS P 2901.11B), Chapter 7 Shelf-Life Identification and Management

41 CFR 101 Federal Property Management Regulations

Subpart 101-27.2 Management of Shelf-Life Materials

- Authorizes and requires GSA to establish a SL Management Program
- Applies to all executive agencies except DOD
- Objective: To establish controls for SL items to minimize loss and insure maximum use prior to deterioration:
 - Identify and code items w/ limited SL
 - Establish procedures for controlling procurement, storage and issue
 - Inspect/Test SL items prior to deterioration to determine if it can be extended
 - Conduct inventory management analyses to determine if items will be used prior to expiration. If not, arrange for transfer in time to allow use prior to expiration
 - Distribute to Gov. through property excess channels any unutilized material

Definitions

Shelf-Life:

The expected life span of material in storage

OR

The total period of time beginning with date of
manufacture/cure/assembly/pack
and terminating by date of
expiration or inspection/test/restoration

Shelf-Life Item:

Any item possessing deteriorative or unstable characteristics to the degree that a storage period must be assigned to assure the issuance of material that will perform satisfactorily in service

Shelf-Life Types

■ Type I:

- Non-extendible
- Marked with expiration date
- Alpha code except X (i.e., C for 3 MOs, H for 12 MOs)
- Critical end-use item (i.e., endanger human life, or cause aircraft to fail)
- Ex: foods, medicines, heat dissipating coatings, some adhesives and sealing compounds)

■ Type II

- Extendible
- Marked with re-inspection date
- Numeric Code other than 0 including X (i.e., 1 for 3 MOs, 4 for 12 MOs, X for greater than 60 MOs)
- Less critical applications
- Ex: paints, pens, adhesive tapes, chemicals, disinfectants)

DOD 4140-R DOD Supply Chain Material Management Regulations

- Authorizes and Requires DOD to establish a SL program
- Applies to DOD, GSA, and Others:

“C5.7.7.2.6. The Heads of the DOD Components and, by agreement, the Administrator, the GSA, the FAA, the USCG, and the NASA shall comply with FED-STD-793A, this Regulation, and DOD 4140.27-M”
- Objective:

“C5.7.7.1.1. A Shelf-Life Program shall be established to provide special emphasis for those items with known deteriorative characteristics to reduce the risk of shelf-life expiration...”

DOD 4140-27M DOD Shelf-Life Management Manual

- Maintained by DLA. GSA fully supports & complies with it as applicable
- 6 chapters: Acquisition and Procurement; Management, Receiving, Storage, and Extensions; Requisitioning, Issue and Shipment; Disposition
- 12 Appendices: Codes, Forms, Reports, charters, Publications, Web links
- Establish a SL program and process to mitigate the risk of SL expiration
- Establishes policies and procedures for managing STD/HM
- Endorse pollution prevention measures & establish HMC&M to reduce HW

FED-STD 793 Depot Storage Standards

- Prepared by GSA-FSS for GSA managed SL items
- Scope is to detail:

Depot inspection instructions for selected commodities

- Sampling normally IAW ANSI/ASQC Z1.4
- First inspection always visual
- Second or third may be laboratory

Depot Storage Conditions

- Temperature

Shelf-Life Extension Criteria

- Inspect per sec 5 or applicable spec
- Extend if no. of defects does not meet or exceed the rejection no.
- Dispose IAW internal directives if material fails extension criteria

Extension Criteria IAW FED-STD-793 Continued

- Length of SL Extension:
 - Normally $\frac{1}{2}$ original SL
- Max SL Extensions @ Wholesale Level:
 - **may be up to 3 times of original SL (2 times for FSG 80)**
 - Example: Paint in FSC 8010 with mfg. date of 05/04 and SLC of 6 (24 MOs), may not be extended beyond 05/08
- Max SL Extensions @ End User Level:
 - no limits. Extend as long as item performs satisfactorily for your needs

Shelf-Life Extension Criteria

First Inspection - Always Visual

- **Containers** - secure and free from leaks, rust, contaminants, dents, bulges, other distortions, and significant damages
- **Contents** - show no evidence of deterioration or reaction with container
- **Markings** - on all containers securely attached, clear and legible
- **Liquids** - homogeneous solutions w/o separation, sediment, or degradation
- **Solids** - free-flowing w/o significant water absorption or other contamination

Shelf-Life Extension Criteria

Subsequent Inspections - May be Laboratory

- Depending on value and quantity of material on-hand
- If Lab test to be performed, then material will be analyzed for active ingredients specified on label
- EX: If level of active ingredients is not more than 10% below that specified on the label, then SL may be extended

HB, Supply Operations, Volume 11, Commodity Management (FSS P 2901.11B)

- Chapter 7, Shelf-Life Identification and Management
- Contains policies and procedures to be followed by FSS personnel
- Each center to analyze items of all MOS for deteriorative characteristics and to document results
- Items showing deteriorative characteristics to be SL coded
- No. of SL items to be held to a minimum due to added cost
- SL codes to be reviewed periodically and at same time with storage standard
- Centers to review and respond to SL challenges within 21 days
- SLC changes to be coordinated w/ CO, CM, & IM to set start date
- If SLC changes, similar items to reviewed for possible change
- IPDs to require containers marked
- IPDs to require max age on delivery to be close to max SL remaining

Customer Service

- Extension Inquiries:
(EDC) Ph. 609-499-7023
(WDC) Ph. 209-946-6347
- Deficiency Reports:
National Customer Service Center
Ph. 800-488-3111
e-mail: rodsd.ncsc@gsa.gov (military customers)
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- Policy and other Questions
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